

Barmston & Fraisthorpe Parish Council
Ordinary meeting Wednesday 8th May 2019 at 7.30pm in the Village Hall, Barmston

Present: Councillor Manuel (Chairman), Councillors Lawson, Riby & Wiles, Ward Councillor Lisseter & clerk Helen Carter.

The meeting followed the Annual meeting of the council.

1. **Councillor Vacancy** the position is to be advertised on the noticeboards, in the Village Voice & on the website. Nominations received will be considered at the June Parish Council meeting.
2. **Minutes** to receive, approve & sign the minutes of the ordinary meeting held 17th April 2019. It was **RESOLVED that the minutes of the meeting be approved & were signed.** **7/19**
3. **Telephone Box** – a contract has been received from BT. This to be looked at by the chairman & the matter discussed at the June meeting.
4. **Defibrillator** – Councillor Manuel had spoken to Councillor Mrs Austerfield. She has spoken to the new owners at the Black Bull & they are talking to the brewery about fixing the de-fib to one of their walls. The matter to be further discussed at the June meeting.
5. **Planning** the following applications were discussed: -
 - **19/00993/PLF & 19/00994/PLB**– extension to rear, installation of roof lights to rear, installation of new windows & doors & erection of detached garage – St Edmunds Church dwelling, Church Lane Fraisthorpe – **application outstanding.**
 - **19/01182/PLF** – erection of freestanding car canopy to front (retrospective) – 25 Hollycroft, Barmston – **application outstanding.**
 - **19/00939/PLF** – erection of 2 dwellings following demolition of existing bungalow – Magnolia Cottage, 18 Sands Lane, Barmston – this application was discussed with Ward Councillor Lisseter. The Parish Council do not support the application & are to make representation to the ward councillors requesting them to call it in as the Parish Council consider it to be of local importance.
 - **19/01485/TPO** – work on trees 20 sands lane, Barmston – **no objection.**
It was RESOLVED to confirm the response made. **8/19**
6. **Matters for discussion with Ward Councillor present** – the following were discussed with Councillor Paul Lisseter: -
 - **Flooding in Sands Lane** – some flooding occurring today. The email thread from Paul Tripp (ERYC) is to be sent to Councillor Lisseter & the matter discussed at the June meeting.
 - **Passing places Auburn Road** Paul advised ERYC officers have looked at the problem. The road does service a wind farm & a solution is possibly trying to use some s106 monies. He will progress talks with officers.
 - **Ward Councillor/s reports** - Paul reported there are no changes to the Ward Councillors as himself, Jane Evison & Jonathan Owen were all re-elected. There are however, changes in the make up of the Council & there will be changes as to how money is spent & things done. They will all continue to do their best for the Parish Councils they serve.
 - The clerk advised the pothole near Manor House Farm reported at the last meeting has been inspected by ERYC & they will attend to the issue within 28 days.
7. **Neighbourhood Watch & General Police matters** – Councillor Mrs Austerfield was not in attendance. The clerk had received the 6 monthly Anti-Social Behaviour report & figures from ERYC. These were circulated at the meeting.
8. **ERYC Town & Parish Liaison meeting** no one able to attend.

9. Finance the following were discussed & decided on: -

- a) **Internal Audit report** - the report was circulated at the meeting. The matters raised were worked through by the clerk with the members & an explanation given as to what was needed to resolve them. It was **RESOLVED to accept the report & the findings therein reported.** **9/19**
- b) **Budget Monitoring for year-end 31st March 2019** – the receipts & payments figures against the budget were circulated at the meeting. Payments £7,792.08; receipts £8,128.76. It was **RESOLVED to approve & accept the figures provided.** **10/19**
- c) **Npower** – the clerk reported the usual over stated bill had been received re the electric for the Christmas lights. This was being queried & an update given to the next meeting.
- d) **Annual Return 31st March 2019** a report explaining the significance of the return was circulated at the meeting following which: -
- **Section 1 the chairman & the clerk signed the statement as it was RESOLVED to approve & sign section 1 Annual Governance Statement 2018/2019.** **11/19**
 - **Section 2 the chairman signed the statement as it was RESOLVED to approve & sign the Accounting Statements 2018/2019.** **12/19**
- e) **Exempt Authority** Barmston & Fraisthorpe Parish Council is a smaller authority where the higher gross income or expenditure did not exceed £25,000 in the year to 31st March 2019. It was **RESOLVED that Barmston & Fraisthorpe Parish Council is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015.** **13/19**
- f) **Bank reconciliation 28th April 2019-** the figures to 28th April 2019 were circulated at the meeting. Balances held £3226.93; payments £978.11, receipts £220.07. It was **RESOLVED the bank reconciliation be approved and accepted by the council.** **14/19**
- g) **HSBC Banking Arrangements** – the clerk reported HSBC are going through a Safeguarding process & until this has been completed the mandate cannot be changed. Enquiries have been made about making payments electronically. This can be sorted out & further details will be provided once the clerk has officially been added to the mandate.
- h) **Schedule of payments** information was circulated at the meeting. It was **RESOLVED payments totalling £707.58 could be paid.** **15/19**
A transfer of funds is required & it was agreed to ask the previous clerk to transfer £1,000 from the interest account to the cheque account.

10. Reports from the chairman/councillors – The chairman mentioned a new notice board is required for Barmston, this to be added to the agenda for the June meeting. Councillor Riby mentioned organisation of a meeting of the RSPB speaker. This to be arranged early in June. Councillors Riby & Manuel will sort a date out. Councillor Wiles advised the Information Board has a damaged leg, the chairman will look at.

11. Any other business the clerk mentioned she had received details of an ERNLLCA chairmanship course (no one to attend) & VE Day 2020 celebrations. It was agreed our villages will be involved.

12. Time & date of the next meetings it was agreed the time & date of the next meeting is Wednesday 12th June at 7.30pm.

Signed

K Manuel

Date 12th June 2019